

OPM/ OPM3 Readiness Assessment Tool

Step 1: Assess your organization's readiness level

Note: You can award yourself partial points. This is just a starting point

#	Readiness Indicator	Total Points	Points
1	Organization has formed a Project Management Office	20	
2	Organization has identified developing consistent project management processes as a top priority for the past 2 years	20	
3	75% of your project managers utilize similar templates to plan and track projects	10	
4	Sr. leadership wants to measure effectiveness of project management in the organization	10	
5	75% of functional managers have attended one project management training in the past 3 years.	10	
6	50% of an organization's active projects have a project manager assigned and a project plan	10	
7	50% of project managers are PMP certified or have attended a PMI Project Management Body of Knowledge course	10	
8	Organization has some form of policies and procedures framework with change control	10	
Total		100	

Step 2: Pick approach to get started aligned with your readiness level

Scoring Range	Recommended Approach
0-30	<ol style="list-style-type: none"> 1. Conduct PMI Awareness Course for most staff 2. Conduct PMI Output Mapping Workshop for PMO, Functional Managers & Key Business Process Owners 3. Reassess readiness
30-80	<ol style="list-style-type: none"> 1. Conduct PMI Output Mapping Workshop for PMO, Functional Managers & Key Business Process Owners 2. Conduct OPM3 Assessment of Organizational Enablers (See list of categories on next page) 3. Define improvement plan based on results 4. Identify next area for assessment (Domain: Project, Program, Portfolio/ Stage: Standardize, Measure, Control, Improve) 5. Reassess as needed to verify results of improvement plan
80-100	<ol style="list-style-type: none"> 1. Conduct PMI Output Mapping Workshop for PMO, Functional Managers & Key Business Process Owners OR Self Assess utilizing PMI Output Mapping Tool 2. Define scope of assessment (Domain: Project, Program, Portfolio/ Stage: Standardize, Measure, Control, Improve) 3. Review results and define improvement plan 4. Reassess as needed to verify results of improvement plan

Organizational Enablers Assessment Categories

- 4.1 Organizational Project Management Policy & Vision
- 4.2 Strategic Alignment
- 4.3 Resource Allocation
- 4.4 Management Systems
- 4.5 Sponsorship
- 4.6 Organizational Structures
- 4.7 Competency Management
- 4.8 Individual Performance Appraisals
- 4.9 Project Management Training
- 4.10 Organizational Project Management Communities
- 4.11 Organizational Project Management Practices
- 4.12 Organizational Project Management Methodology
- 4.13 Organizational Project Management Techniques
- 4.14 Project Management Metrics
- 4.15 Project Success Criteria
- 4.16 Benchmarking
- 4.17 Knowledge Management and PMIS